



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
WASTE AND HAZARDOUS MATERIALS DIVISION

ELECTRONIC WASTE ACTIVITY NOTIFICATION

Authorized by Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.
Completion of form is required pursuant to the Electronic Waste Exemption.

FOR ADDITIONAL INFORMATION, CONTACT
STORAGE TANK AND SOLID WASTE SECTION, 517-335-4035

INSTRUCTIONS: Each person that collects, stores, processes, or dismantles electronic materials, in excess of 1,000 pounds, on-site at any one time, must notify the DEQ of their activity at least two weeks prior to conducting the activity. Please see the back of this form for definitions.

NOTIFIER SITE INFORMATION

NAME		TELEPHONE NUMBER	
		() -	
MAILING ADDRESS			
Street or P.O. Box		City	State ZIP Code
LOCATION ADDRESS (if different from mailing address)			
Street		City	State ZIP Code

NOTIFIER CATEGORY

Please indicate below the situation that best describes your status:

☐ Government ☐ Nonprofit Organization ☐ Retailer ☐ Scrap/metal/plastic processor
☐ Other (please explain): _____

NOTIFIER ACTIVITY

Please indicate below all the situations that describe your activity.

☐ Collection Site ☐ Continuous Collection ☐ Intermittent Collection ☐ One-Time Collection – Date(s) _____
☐ Storage Site ☐ Processor ☐ Dismantler ☐ End-User ☐ Retailer ☐ Disposal Site
☐ Other: (Please Explain) - _____

List electronic waste(s) managed: _____

SHIPPING ACTIVITY

If you send material off-site and you are not an end-user, retailer, or disposal site, list all locations where material is sent. You may attach additional sheets if necessary. Is the site a disposal area or incinerator? ☐ Yes ☐ No

FACILITY NAME		TELEPHONE NUMBER		CONTACT PERSON
		() -		
MAILING ADDRESS				
Street or P.O. Box		City	State	ZIP Code
LOCATION ADDRESS (if different from mailing address)				
Street		City	State	ZIP Code

CERTIFICATION

I CERTIFY, UNDER PENALTY OF LAW, THAT THE INFORMATION CONTAINED ON THIS FORM, TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS TRUE, ACCURATE, AND COMPLETE. I AM AWARE THAT THERE ARE SIGNIFICANT PENALTIES FOR SUBMITTING FALSE INFORMATION, INCLUDING THE POSSIBILITY OF A FINE OR IMPRISONMENT.

ELECTRONIC WASTE NOTIFIER AUTHORIZED SIGNATURE	DATE
PRINT OR TYPE NAME OF PERSON SIGNING	SIGNER'S TITLE

SEND COMPLETED FORM TO:
STORAGE TANK AND SOLID WASTE SECTION
WASTE AND HAZARDOUS MATERIALS DIVISION
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
PO BOX 30241
LANSING MI 48909-7741

EQP 5205 (3/03)

DEFINITIONS

Collection site – means any location that collects electronic waste (e-waste) from individuals, businesses, governmental agencies, or nonprofit organizations and sends all collected material off-site to be processed or sold as a usable product. These locations may be in operation for a one-time collection, usually one or two days but could be a longer period; intermittent collection, which would include any location where e-waste is collected from time to time (e.g., quarterly or semiannually operation); or a continuous operation where e-waste is collected on an ongoing basis.

Storage site – means any location where e-waste is stored, in an environmentally sound manner, for a period that may exceed one year for individual components. In order to be in compliance with the speculative accumulation requirements of the Electronic Waste Exemption, 75 percent of the e-waste that enters a storage site must be sent to another site for processing, use, or disposal.

Processor – means any person that separates usable components from the e-waste stream and directs them to an end-market. This would include a person who takes a working computer and sells it to an end-user or to a retailer, a person who assembles working components from many computers to make a useable system, or a person who is capable to fixing broken components to make a usable system.

Dismantler – means a person who disassembles the e-waste into its individual components to make it more amenable for reuse or recycling. This might include removing useable circuit boards from e-waste; removing CRTs from televisions or computer monitors; or dismantling a CPU and sending the plastic carcass to a plastics recycler, the useable circuit boards to someone who will use them, and the rest of the metal to a scrap yard where it will be remelted into new steel.

End-User – means any location that uses the individual components from the e-waste stream to produce a new consumer product. This might include such things as a steel mill that remelts scrap metal into new steel, a location that produces plastic lumber from the carcasses of electronic equipment, or a CRT manufacturer that uses the glass from a television or monitor to produce a new product.

Retailer – means any location whose primary business is to sell new or used workable products to consumers.

Disposal Site – means any licensed landfill, transfer facility, processing plant, licensed in Michigan pursuant to Part 115, or an incinerator licensed pursuant to Part 55, Air Pollution Control, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, or licensed in another state according to its regulations.